

From: Thurman, Garnett - KSBA garnett.thurman@ksba.org
Subject: 2023 2024 Handbook
Date: June 5, 2023 at 2:00 PM
To: mike.lafavers@boyle.kyschools.us
Cc: Jupin, Sandy- Secretary to Superintendent sandy.jupin@boyle.kyschools.us



Attached please find your customized handbook draft(s) with the revisions as needed for the upcoming year. Revisions are printed in color and highlighted language indicates recommended changes. If the board does not accept said language in the update, I will remove it from the handbook(s). Please look over the handbook(s), especially any staffing or email changes, then while still in edit mode in Word, make any corrections. So, simply type any changes in the document, then "File Save As" the document and email it to me. Contact me if you need assistance with working in edit mode/track changes.

Send the corrected Word document with **all** additions you may have in **one** email.

In many cases, especially calendars, it may be easier for you to attach it/them to the email and let me handle the formatting and insertion process.

I will revise on this end and send you a final electronic copy.

KSBA also provides printing services which include an option for a perforated "acknowledgement page" for the handbooks. If you are interested, let me know and I'll send pricing information.

Once all personnel changes have been made, please try to get the draft handbook(s) back as soon as possible so that we can have your handbook completed in time for the upcoming school year. Please let me know if I can be of further assistance.

Garnett W. Thurman, Jr.

Senior Policy Consultant & eMeeting Trainer

Kentucky School Boards Association

Office: 800.372.2962 ext. 1216 | eMeeting (After Hours): 502-783-2727

260 Democrat Drive | Frankfort, KY 40601



KOSAA
Kentucky Organization of
Superintendents' Administrative Assistants



KSBA is providing the attached/enclosed information/documents at your request. This information only reflects draft and/or sample language. Although it may contain provisions to facilitate a general understanding of the law, it is not intended to be an exhaustive treatment of the law on this subject, nor is it intended to substitute for the advice of your local

Board attorney. We recommend consulting with your own attorney in order to apply legal guidance to district specific fact situations.

Boyle Co 2023 2024 Employee
Handbook.docx



From: Mike Lafavers mike.lafavers@boyle.kyschools.us

Subject: Fwd: 2023 2024 Handbook

Date: June 5, 2023 at 6:32 PM

To: Deanna Padgett deanna.padgett@boyle.kyschools.us, Sandy Jupin sandy.jupin@boyle.kyschools.us, Steve Karsner steve.karsner@boyle.kyschools.us

ML

----- Forwarded message -----

From: Thurman, Garnett - KSBA <garnett.thurman@ksba.org>

Date: Mon, Jun 5, 2023 at 2:00 PM

Subject: 2023 2024 Handbook

To: mike.lafavers@boyle.kyschools.us <mike.lafavers@boyle.kyschools.us>

CC: Jupin, Sandy- Secretary to Superintendent <sandy.jupin@boyle.kyschools.us>

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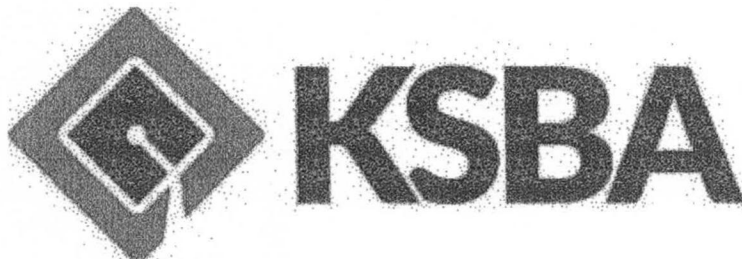
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KOSAA

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Superintendents' Administrative Assistant

Meeting



**KSBA POLICY SERVICE
1983-2023**



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--
Mike LaFavers
Superintendent
Boyle County Schools
"Find the good, and praise it." Alex Haley

Boyle Co 2023 2024 Employee
Handbook.docx



From: KASA enb@kasa.org
Subject: Executive News Briefing: News Service for KASA Members
Date: June 6, 2023 at 12:14 PM
To: steve.karsner@boyle.kyschools.us

K

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June 6, 2023

Pivotal Conversations: Empowering Leaders to Transition to the Science of Reading - Free Webinar for KASA members

Join us for a 1-hour webinar on June 16 to learn how to effectively compel change to make the shift to this evidence-based learning science. Attendees will explore strategies on how to gain buy-in and provide direction to teachers and administrators. Hosted by Age of Learning. Free for KASA members. [Click here to register](#).

State News

[Pulaski County's Burnside Elementary School breaks ground on new building](#)

[Free Webinar for KASA members, June 16: Pivotal Conversations: Empowering Leaders to Transition to the Science of Reading](#)

[Hardin County and Elizabethtown Independent school districts provide summer meals](#)

[KASA is accepting education session proposals for its annual Diversity, Equity, Inclusion & Belonging Leadership Summit](#)

[KDE asks School Counselors Advisory Council to provide feedback for SB 150 guidance document](#)

[Don't forget to renew your KASA membership! Click here for more information.](#)

[Jefferson County Public School's program offering free summer meals at more than 75 sites begins](#)

[Kentucky Directors of Pupil Personnel accepting nominations for the 2023 Kentucky DPP of the Year](#)

[KASA's Annual Leadership Institute takes place July 26-28 in Louisville - Register now!](#)

[Western Kentucky students selected for Governor's School for the Arts](#)

[Scholastic offers Summer Reading Program options to help avoid the summer slide](#)

[Eighty-nine-year-old Korean War veteran receives high school diploma from Jefferson County Schools](#)

[KASA seeks volunteers to serve on committees - Click here for more info.](#)

National News

[Most eligible Indiana schools hesitant to sign up for federal free meal program, per new report](#)

[Team effort helps bring emergency buckets with supplies to all classrooms in one Tennessee school district](#)

[Schools Received Billions in Stimulus Funds. It May Not Be Doing Enough.](#)

[Utah district bans Bible in elementary and middle schools after parent complaint](#)

[Oklahoma school board approves what will be the first taxpayer-funded religious school in US](#)

Originaline School Board approves what will be the first taxpayer-funded religious school in US

Tulsa Public Schools needing 400 teachers, offering sign-on bonuses

Reported graduation rates for Indiana schools could dip after change to state law

Kentucky Association of School Administrators

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UNSUBSCRIBE ENB in the subject line.

 **higher logic**

From: KASA enb@kasa.org
Subject: Executive News Briefing: News Service for KASA Members
Date: June 8, 2023 at 1:31 PM
To: steve.karsner@boyle.kyschools.us

K

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June 8, 2023

Coalition gathering ideas around Kentucky teacher working conditions

As part of KASA's Coalition to Sustain the Education Profession initiative, the Working Conditions Group has been charged with gathering data and ideas to increase teacher job satisfaction within working conditions. We ask that you please forward the attached message to each teacher in your school/district. Thank you in advance for your assistance.

[Kentucky Teacher Working Conditions](#)

State News

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From: Steve Karsner steve.karsner@boyle.kyschools.us
Subject: Fwd: Executive News Briefing: News Service for KASA Members
Date: June 12, 2023 at 8:31 AM
To: Mark Wade mark.wade@boyle.kyschools.us, Stephanie Wade stephanie.wade@boyle.kyschools.us

SK

Did you see this "One Word" article about SB150? Interesting....

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From: KASA <enb@kasa.org>
Date: Thu, Jun 8, 2023 at 1:31 PM
Subject: Executive News Briefing: News Service for KASA Members
To: <steve.karsner@boyle.kyschools.us>

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--
Steven C. Karsner
Chief Academic Officer
Boyle County Schools

From: Mark Wade mark.wade@boyle.kyschools.us
Subject: Re: Executive News Briefing: News Service for KASA Members
Date: June 12, 2023 at 9:29 AM
To: Steve Karsner steve.karsner@boyle.kyschools.us
Cc: Stephanie Wade stephanie.wade@boyle.kyschools.us

MW

Saw that, I think we should just stay the course for now. It is going to be a political battle.

Mark

On Mon, Jun 12, 2023 at 8:31 AM Steve Karsner <steve.karsner@boyle.kyschools.us> wrote:
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Steven C. Karsner
Chief Academic Officer
Boyle County Schools
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From: Steve Karsner steve.karsner@boyle.kyschools.us
Subject: Re: Executive News Briefing: News Service for KASA Members
Date: June 12, 2023 at 2:30 PM
To: Mark Wade mark.wade@boyle.kyschools.us
Cc: Stephanie Wade stephanie.wade@boyle.kyschools.us

SK

I agree. It should be interesting for a few months on how this shakes out.

On Mon, Jun 12, 2023 at 9:29 AM Mark Wade <mark.wade@boyle.kyschools.us> wrote:
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 **higher logic**

--
Steven C. Karsner
Chief Academic Officer
Boyle County Schools



Mark Wade
BOYLE COUNTY HIGH SCHOOL
Principal

O: 859-236-5047
E: mark.wade@boyle.kyschools.us
F: 859-236-6826
A: 1637 Perryville Road
Danville, KY 40422

From: Jenna Blair jenna.blair@boyle.kyschools.us
Subject: SBDM and ESS
Date: June 7, 2023 at 1:51 PM
To: Steve Karsner steve.karsner@boyle.kyschools.us

JB

Steve,

I have input ESS data into IC for 22-23. I sent you the application for a daytime ESS waiver last week- do I need to submit this somewhere or do you submit? What other actions do I need to do as far as ESS?

For SB150, I received this in an email:

Human Sexuality Curriculum (grades K-5)
This law takes effect June 29, 2023.

Action Needed: Include required policy language

In keeping with Kentucky state law, KRS 158.1415, the council must have:

(d) A policy to respect parental rights by ensuring that:

1. Children in grade five (5) and below do not receive any instruction ... on human sexuality or sexually transmitted diseases; or
2. Any child, regardless of grade level, ... not receive any instruction or presentation that has a goal or purpose of students studying or exploring gender identity, gender expression, or sexual orientation; ...

Guidance -- The council must have a policy that meets these requirements:

Children in grade five and below:

- will not receive instruction on human sexuality or sexually transmitted diseases
- will not receive instruction for the purpose of studying or exploring gender identity or expression or sexual orientation

Here's some sample language to help you. In the SBDM Curriculum Responsibilities Policy add a section:

Grades K-5 and Human Sexuality Curriculum

In keeping with Kentucky state law, KRS 158.1415 students grade five and below will not receive instruction:

- on human sexuality or sexually transmitted diseases

Human Sexuality Curriculum (grades K-5)

This law takes effect June 29, 2023.

Do we need to come up with our own SBDM policy, or do you have one with the exact language that Boyle will use that we can adopt? I want the language to be consistent with the boards.

Thanks,

Jenna

--

Jenna Blair
Principal- Perryville Elementary School
418 W. 4th Street
Perryville, KY 40422
jenna.blair@boyle.kyschools.us
(859) 936-6634
(859) 481-2534

From: Steve Karsner steve.karsner@boyle.kyschools.us
Subject: Re: SBDM and ESS
Date: June 14, 2023 at 11:15 AM
To: Jenna Blair jenna.blair@boyle.kyschools.us

SK

I haven't seen anything on specific guidance for SBDM councils and policies. I know the board policy will reflect the new law. You need to make sure you remove the one health standard from your curriculum. You could add a sentence or two in your curriculum policy to reflect SB 150 changes but it is probably not necessary.

On Wed, Jun 7, 2023 at 1:51 PM Jenna Blair <jenna.blair@boyle.kyschools.us> wrote:
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Steven C. Karsner
Chief Academic Officer
Boyle County Schools

From: KASA enb@kasa.org
Subject: Executive News Briefing: News Service for KASA Members
Date: June 22, 2023 at 12:36 PM
To: steve.karsner@boyle.kyschools.us

K

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June 22, 2023

Kentucky Executive Leadership Academy (KELA) Aspiring Principals Program

Do you have staff members who aspire to take the next step into principalship? KASA is accepting applications for the KY Executive Leadership Academy (KELA) Aspiring Principals Program. This research-based program is designed to prepare new and aspiring building leaders for the principalship. Only 30 members will be accepted into the first KELA aspiring principal cohort for 2023-2024. Applications will be accepted through July 1, 2023.

[Click here to learn more about the program or to apply.](#)

State News

[Kentucky superintendents hear update on ESSER funding, accountability standard setting](#)

[KDE seeking applicants to create Teacher Disciplinary Tribunal Member Pool](#)

[Applications for Executive Leadership Academy \(KELA\) Aspiring Principals Program accepted through July 1](#)

[Hardin County Schools fills district-level administrative role](#)

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[Warren County Schools announces new Warren East Middle School principal](#)

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[Pulaski County School Board praises superintendent in assessment](#)

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[Kentucky elementary school closed for repairs after massive sinkhole opens under parking lot](#)

[Scholastic offers Summer Reading Program options to help avoid the summer slide](#)

[Kentucky Certified Evaluation Update Training offered in two, three-hour sessions](#)

National News

[Groups urge Google to extend life of Chromebooks in schools](#)

[No post-pandemic recovery: NAEP assessment offers stark look at declines in math and reading scores](#)

[Ohio House passes bans on transgender student athletes and gender-affirming care for minors](#)

[Adult posed as student, enrolled at 3 separate Boston high schools this past year](#)

[Students and authors sue Florida school district that banned a book about two male penguins](#)

Florida official who criticized Governor DeSantis reaches settlement with education department

Wisconsin school district weighs banning LGBTQ 'safe space' signs

New Tennessee law mandates armed school officers complete active shooter training

Kentucky Association of School Administrators

87 C. Michael Davenport Blvd * Frankfort KY 40601
(502) 875-3411 * (800) 928-KASA * Fax (502) 875-4634

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From: Shannon Erwin shannon.erwin@boyle.kyschools.us
Subject: SB 150
Date: June 26, 2023 at 1:56 PM
To: Steve Karsner steve.karsner@boyle.kyschools.us



Do we have a date planned to meet to discuss how we will move forward with this bill for the upcoming school year?

Shannon Holland Erwin, M.S, LPCC, CT/RT
Boyle County Schools
District Mental Health Specialist
859-236-4212 ext 3109

Note: During normal working hours, my goal is to respond to your email within 24 hours. This email is not monitored 24 hours a day. Should you have an emergency or crisis situation please call 911 or go to your nearest emergency room for appropriate care.

988 Suicide and Crisis Lifeline

From: KASA enb@kasa.org
Subject: Executive News Briefing: News Service for KASA Members
Date: June 27, 2023 at 12:49 PM
To: steve.karsner@boyle.kyschools.us

K

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June 27, 2023

Kentucky Executive Leadership Academy (KELA) Aspiring Principals Program

Do you have staff members who aspire to take the next step into principalship? KASA is accepting applications for the KY Executive Leadership Academy (KELA) Aspiring Principals Program. It's one thing to be eligible to be a principal. It's a totally different thing to be ready. That's what KELA is all about.

Click on the image below for a message from KASA Director of Professional Learning, Dr. Kathy Fields, to learn more.



State News

[KBE accepting nominations for 2023 Kelly Award for Business and Education Partnership](#)

[Don't forget to renew your KASA membership! Click here for more information.](#)

[Hopkins County school board approves details on projects around district](#)

[Applications for Executive Leadership Academy \(KELA\) Aspiring Principals Program accepted through July 7](#)

[Spencer County Schools selects new superintendent](#)

[Kentucky Directors of Pupil Personnel accepting nominations for the 2023 Kentucky DPP of the Year](#)

[KASA's Annual Leadership Institute takes place July 26-28 in Louisville - Register now!](#)

[Carroll County student to have floral artwork displayed in Carrollton](#)

[KASA seeks volunteers to serve on committees - Click here for more info.](#)

[Kind teen sticks positive post-Its on cars and drive-thrus around Kentuckiana](#)

[Dr. Elmer Thomas looking forward to second interim term at Danville Independent Schools](#)

[Kentucky Certified Evaluation Update Training offered in two, three-hour sessions](#)

National News

[It's only a matter of time before A.I. chatbots are teaching in primary schools](#)

[New York City schools begin installing new camera-and-buzzer security systems](#)

[Akron Ohio Public Schools to lock up more phones next school year](#)

[New York City Unveils First Ever Roadmap to Revolutionize Food Education in Public Schools](#)

[LGBTQ-inclusive social studies standards approved for D.C. public schools](#)

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From: KASA enb@kasa.org
Subject: Executive News Briefing: News Service for KASA Members
Date: June 29, 2023 at 1:42 PM
To: steve.karsner@boyle.kyschools.us

K

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June 29, 2023

KASA 2023 is quickly approaching. There's still time to register.

Have you registered for KASA's Annual Leadership Institute? There's still time to join your colleagues from across the state for three days of powerful networking, thought-provoking education sessions, innovative business solutions, and FUN, July 26-28 at Galt House in Louisville. This annual meeting is the can't miss event of the year for Kentucky's education leaders.

Onsite registration is required after July 15. [Click here for more details or to register.](#)

State News

[Ashland Middle School names new principal](#)

[Kentucky school filling educator positions despite nationwide teacher shortage](#)

[Don't forget to renew your KASA membership! Click here for more information.](#)

[Elizabethtown High School names a new principal for 2023-24](#)

[Applications for Executive Leadership Academy \(KELA\) Aspiring Principals Program accepted through July 7](#)

[Jefferson County Schools keeps kids' minds active over summer](#)

[Kentucky Directors of Pupil Personnel accepting nominations for the 2023 Kentucky DPP of the Year](#)

[Ashland School board addresses SB 150, parental rights](#)

[KASA's Annual Leadership Institute takes place July 26-28 in Louisville - Register now!](#)

[University of Louisville Cardinals share love of reading with kids](#)

[KASA seeks volunteers to serve on committees - Click here for more info.](#)

[Floyd County's Chandra Varia named 2023 Kentucky school board member of the year](#)

[Kentucky Certified Evaluation Update Training offered in two, three-hour sessions](#)

National News

[Supreme Court Strikes Down Use of Race in College Admissions](#)

[Former head of New York City Department of Education's food operations, 3 food executives convicted in extortion & bribery scheme](#)

[Board of Education renaming 3 Chicago Public Schools under updated policy](#)

[Pittsburgh Public Schools votes to move to 'four-tiered transportation plan'](#)

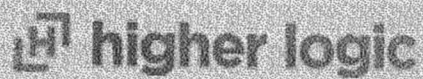
[32-year-old woman faces criminal charges after allegedly posing as high school student](#)

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From: Steve Karsner steve.karsner@boyle.kyschools.us
Subject: Fwd: School-Based Decision Making Newsletter - July 2023
Date: July 5, 2023 at 9:51 AM
To: David Christopher david.christopher@boyle.kyschools.us, Brian Wheeler brian.wheeler@boyle.kyschools.us, Jenna Blair jenna.blair@boyle.kyschools.us, Jennifer Pierson jennifer.pierson@boyle.kyschools.us, Pam Shunk pam.shunk@boyle.kyschools.us, Lena Presser lena.presser@boyle.kyschools.us
Cc: Steve Karsner steve.karsner@boyle.kyschools.us



Principals, Be sure to share these documents with your SBDM members and obtain a physical signature for each member (page 39). The documents can be shared electronically. Thanks, Steve

----- Forwarded message -----

From: **Kentucky Department of Education** <KYDE@public.govdelivery.com>
Date: Wed, Jul 5, 2023 at 9:01 AM
Subject: School-Based Decision Making Newsletter - July 2023
To: <steve.karsner@boyle.kyschools.us>



Kentucky Department of
EDUCATION

School-Based Decision Making Newsletter

July 2023

Starting Points

Most of Kentucky's schools align their council terms with the beginning of each academic year. With the 2023-2024 academic year right around the corner, school-based decision making council members should have been elected for each school and the first meeting scheduled. At these initial meetings, there are some

scheduled. At those initial meetings, there are some important documents to review to ensure the council runs efficiently.

Every school council member should have copies of these basic documents governing the school's work. These can be placed in a binder with room to add others as needed, or on a thumb drive or cloud drive. The following items are a place to start:

- **School council policies:** Policies are the written guidelines and procedures for the school to follow. These policies are developed and adopted by the school council. Include a checklist of the required policy areas and the date in which they were last reviewed and/or revised. Policies need to be reviewed annually.
- **School council bylaws:** Bylaws are the operating procedures of the school council. These bylaws will help effectively and efficiently conduct meetings. Include the last date of review and/or revision with the bylaws, which need to be reviewed annually.
- **Comprehensive School Improvement Plan:** Comprehensive School Improvement Plans define the school's goals for the future. The plan includes a needs assessment that points out the priority needs of the school. It also lays out the strategies and activities that are being implemented to address these priority needs, including the staff's professional learning requirements.
- **Monthly Agenda Item Topics:** To assist in planning the monthly meeting agendas, there is a Monthly Agenda Item Topics suggestion guidance document. The topics and reminders listed below are suggestions for consideration when planning agendas for monthly SBDM meetings. Please be mindful that some topics are associated with specific due dates and should be planned for accordingly.

We also recommend that councils use their first meeting to:

- Determine regular meeting dates, times and locations, and share the meeting schedule with the public.
- Collect dates of completed/anticipated council member trainings.
- Approve final master schedule.
- Allow new council members the opportunity to review the previous year's Comprehensive School Improvement Plan.
- Begin revisions of the SBDM curriculum and consultation policies.
- Review/revise the school's Safety and Emergency Plan

As always, please remind council members that the goal of their work is to increase student achievement and that this should be at the forefront of every discussion, policy and decision.

Required Annual Document

Pursuant to KRS 158.186, SBDM council members should receive copies of the two statutes linked below:

- KRS 158.183
- KRS 158.195

The attorney general's office requires that the below documents be distributed to council members within 60 days of the beginning of the council's term.

- "The Kentucky Open Records and Open Meetings Acts" explains the provisions of the Acts.
- "Managing Government Records" provides guidance on how to manage public records and how to keep them organized and accessible.
- "Proof of Receipt" (on the last page of the "The Kentucky Open Records and Open Meetings

Kentucky Open Records and Open Meetings Acts" document) must be signed by all council members to verify that they have received copies of "The Kentucky Open Records and Open Meetings Acts" and "Managing Government Records." This signed form is kept on file at the school office.

Superintendents verify distribution of the resources by completing the Certificate of Distribution form (also on the last page of the "The Kentucky Open Records and Open Meetings" document).

- The Kentucky Open Records and Open Meetings Acts
- Managing Government Records

These documents also can be found on KDE's SBDM Technical Documents webpage. Please ensure SBDM council members receive these documents, as well as sign the Proof of Receipt signature page. Pursuant to KRS 160.395, the distribution may be by an electronic means.

Save the Date for the 2023 Kentucky Continuous Improvement Summit

The Kentucky Department of Education and Cognia™ will host the annual Continuous Improvement Summit, scheduled for Sept. 25-26 at the Central Bank Center in Lexington. Please join us for an opportunity to explore a variety of topics and engage in conversations that will enrich your understanding of continuous improvement.

Mike Rutherford, 2023 Continuous Improvement Summit keynote, will engage participants with conversation on high-performance teaching and learning, leadership development, creating and leading team-based organizations, and results-based organizational improvement.

During this two-day event, attendees will enhance their

professional learning, make new connections, build upon existing relationships with peers across Kentucky, hear up-to-date information from KDE leaders and learn how Cognia can help address the unique challenges in their journey of continuous improvement.

Don't miss your opportunity to join the hundreds of Kentucky educators who attend this event annually! Effective Instructional Leadership Act (EILA) credit also will be provided to participants.

To register, please visit the [2023 Kentucky Continuous Improvement Summit event webpage](#) and select Register Now.

No Webinars in July

There will be no monthly webinar in July, and we will resume in August. Newsletters will still be published.

If you have any SBDM questions, please reach out to [Mia Morales](#) or call (502) 564-2116, ext. 4046.

Update: Free Access to KET's Online SBDM 101 No Longer Available

In partnership with KDE, KET offered the online self-paced and facilitated SBDM 101 course free to the first 242 participants. Free registrations were on a first-come, first-served basis. The 242 spots have all been assigned.

Please note that the course

is still available for completion with a fee of \$95 per person.

KDE SBDM Training Opportunities

KDE offers SBDM training modules at no cost to Kentucky's schools and districts. On the [SBDM Training webpage](#), there are free materials for SBDM 101, Equitable Decision-Making, Rise to Proficiency, and Roles and Responsibilities. You also can find the online, self-paced Council's Role with Continuous Improvement.

For more detailed information on each KDE module, as well as other KDE-approved SBDM training modules that are offered by individuals and organizations outside of the KDE, please review the [SBDM Training Modules Flyer](#). SBDM trainings are to be conducted by KDE-endorsed [district coordinators](#) and [SBDM trainers](#).

Legislative Guidance

The KDE has issued updated legislative guidance.

On the [Legislative Guidance webpage](#), you can find [Legislative Guidance for Emergency Bills](#) and [Legislative Guidance for Non-Emergency Bills](#).

RESOURCES

[School-Based Decision
Making webpage](#)

[Comprehensive
Improvement Planning
webpage](#)

CONTACTS

[Mia Morales](#)
Program Consultant
(502) 564-2116, ext. 4046



Kentucky Department of Education
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—
Steven C. Karsner
Chief Academic Officer
Boyle County Schools

2022 - Open Records Open
Meetings Guide.pdf



Managing_Government_Records
_Final.pdf



From: EducationAdminWebAdvisor training@educationadminwebadvisor.com
Subject: Title IX Coordinator Certification
Date: July 7, 2023 at 7:01 AM
To: steve.karsner@boyle.kyschools.us

E

EducationAdminWebAdvisor

Title IX Coordinator Certification (K-12)

Master new Title IX regulations and earn a certification.
Fulfill your policy, training, and investigation obligations.

Title IX Coordinators must understand all aspects of the position, including developing policies, conducting investigations, monitoring compliance, and providing accommodations.

New Title IX regulations are coming soon with President Biden, and it's vital that your school is compliant and prepared for the 2023-24 school year.

The Title IX Coordinator Certification program will enable you to:

- Address all Title IX issues that arise in your school or school district
- Master new regulations and prepare for expected changes
- Protect your school district from potential legal liability
- Prove your expertise to colleagues, students, parents, and regulators with your Title IX Coordinator Certification

Four engaging webinars will provide detailed insights that you can apply immediately to fulfill your obligations.

Title IX Coordinator Certification (K-12)

Session 1

Title IX Coordinator Roles and Responsibilities

Monday, July 17

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- History, purpose, and scope of Title IX
- Procedural requirements, including designating a Title IX Coordinator, adopting grievance procedures, and disseminating a notice of non-discrimination
- Title IX Coordinator's responsibilities

- Title IX Coordinator's responsibilities
- Potential conflicts of interest
- Recordkeeping standards
- Monitoring obligations

Session 2

Developing Policies and Conducting Investigations

Tuesday, July 18

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- Anti-discrimination policies
- Grievance procedures
- Roles of individuals who will assist in developing and enforcing policies and conducting investigations
- Investigation reports and written determination of sexual harassment
- Title IX Compliance Manual, including forms for complaints and dismissals
- Investigations, including interviewing witnesses, assessing credibility, and considering issues of relevance to create an investigation report

Session 3

Specific Topics for Title IX Coordinators

Wednesday, July 19

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- Athletics, including coaches and booster clubs
- Pregnant students and employees
- Employee matters, including wages, benefits, and conditions of employment
- LGBTQ students, including recent guidance and court cases
- New emphasis on transgender student rights
- Off-campus conduct

Session 4

Case Studies and Compliance Audits

Thursday, July 20

4:30 PM Eastern; 3:30 PM Central; 2:30 PM Mountain; 1:30 PM Pacific

- Case studies involving different common issues presented for Title IX Coordinators, including on-campus sexual discrimination, off-campus social media sexual harassment, and sexual assault involving minor students
- Working with law enforcement and school resource officers
- Recordkeeping requirements
- Restrictions on retaliation and confidentiality
- Other legal issues, including First Amendment and student records concerns
- Compliance review, including a records audit and knowledge of investigators

- Compliance review, including a records audit and knowledge of investigators

Runtime of each session: 90 minutes (including Q&A)

Education law expert Rick Verstegen will help you identify the important implications of Title IX on your school. You will learn how to adopt appropriate policies, fulfill training requirements, and incorporate effective investigation techniques.

Can't attend the live sessions? You can choose the self-paced certification option and get expert answers to your questions after the sessions.

Please join us!

REGISTER NOW

Presented by:
Richard F. Verstegen

- Partner with Boardman & Clark, LLP of Madison, Wisconsin
- School Law Practice Group and Labor and Employment Group
- Represents educational institutions in a variety of education law matters
- Published many articles regarding education and employment law
- Former president of the Wisconsin School Attorneys Association
- Current member of the State Bar of Wisconsin
- JD degree from the University of Wisconsin Law School

Who should attend?

- School administrators
- Human resources professionals
- Title IX coordinators
- Student services professionals
- Other school officials

REGISTER NOW

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From: EducationAdminWebAdvisor training@educationadminwebadvisor.com
Subject: Title IX Coordinator Certification
Date: July 11, 2023 at 7:03 AM
To: steve.karsner@boyle.kyschools.us

E

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